COFFINSWELL PARISH COUNCIL - MINUTES THURSDAY 15 NOVEMBER 2018 – ST BARTHOLOMEW'S CHURCH, COFFINSWELL

Present: Cllrs Wills (Chairman), Berry, Brent, Harrington and Parkes Cllr Dewhirst (DCC)

Apologies: Cllr Haines (TDC)

Also present: Rachel Avery (Clerk) 9 members of the public

No	Subject	Comments
1	The Chairman will open the Meeting and receive	Cllr Wills opened the meeting at 19.02. It was NOTED that Cllr Haines
	apologies.	had sent his apologies.
2	To declare any interests arising at this meeting.	Item 7 - Cllr Berry expressed an interest as Church Warden and as a
	,	resident living next door to the church.
	The Council will adjourn for the following items:	
3	Public Question Time: A period of 15 minutes	No members of the public wished to speak.
	will be allowed for members of the public to ask	
	questions or make comment regarding the work	
	of the Council or other items that affect	
	Coffinswell.	
	County and District Councillors' Reports	County Cllr Dewhirst's report forms part of the minutes.
	Police Report	There was no police report.
	The Council will convene to conduct the following	
4	<i>business</i> : Approval to consider, amend as agreed by the	
4	Council and approve the minutes of the	
	following minutes:	
	18 October 2018	It was RESOLVED to APPROVE the minutes.
5	Enforcement Issues.	The clerk reported that she had spoken to the enforcement officer
-		regarding outstanding issues at Connybeare Wood. He had explained
		that there are many issues with the site including issues surrounding
		business use and the siting of a motor home as accommodation.
		The owner has stated that he has planning permission for the large
		building but cannot provide evidence of this and the District Council has
		not found evidence of this either. The enforcement officer has stated
		that the matters on this site remain outstanding but will be dealt with.
6	To discuss concerns raised regarding Manor	Cllr Parkes reported that he had undertaken research on this site and
	Farm Campsite, Daccombe.	had provided councillors with information. This briefing report forms
		part of the minutes.
		Standing orders were suspended.
		It was asked if there is any guidance on managing campsites of this nature. It was NOTED that there is information pertaining to onsite
		management of larger sites, but there is no requirement to have a
		manager on sites of this size. The only possible breach in terms of the
		licence is size and distance between pitches. It was also NOTED that
		health and safety regulations are dealt with in the conditions of licence.
		It was NOTED that there are issues with the relentlessness of noise; this
		may be a public order issue and should be logged with the police.
		It was suggested that individuals request details of TDC's enforcement
		policy prior to next year in order to prepare for any issues that may
		occur next season.
		Regarding issues with the way in which TDC have handled this issue, the
		only mechanism of complaint is by logging this with TDC and
		complaining to the Local Government Ombudsman.

		Thanks were extended to Cllr Parkes for his work on this issue.
		An additional concern had been raised regarding the illegal burning of
		rubbish at Orestone Lane. Burnt and unburnt waste had been seen on
		the site and vans has been seen unloading more waste there. It was
		NOTED that pictures have been taken and will be sent to Environmental
		Health and Environmental Health.
		Standing orders were reinstated.
7	Commemorative flag pole project.	Cllr Berry advised that the flagpole project may require Diocesan
		approval. She had passed on information to the Diocesan building
		advisor who will consider whether a faculty application is required.
		It was NOTED that the clerk had provided information regarding the
		project on the council's notice boards and Cllr Berry had undertaken a
		letter drop to neighbouring properties.
		The clerk had received emails from Mr and Mrs Hermsen and Mr and
		Mrs Labrum, who own properties near the church. Whilst the emails
		were supportive of the project on the basis that it is only used on
		ceremonial occasions, concerns were raised regarding position and
		proximity to neighbouring properties and noise. It was NOTED that
		further information would be awaited from Cllr Berry prior to any
		decision making. Action: Agenda item for January.
8	Finance:	Payments for approval:
0	To agree accounts for payment	Mrs R Avery - Clerk's Expenses - £22.02
	• To agree accounts for payment	Mrs R Avery - Clerk's PAYE - £86.40
		Mrs R Avery - Clerk's Salary - £346.03
		Mr R Wills – thank you gift x2 - £50.00
		Receipts
		TDC – Precept (September payment) - £1955.00
		Bank Balances (as at 31 October 2018):
		Main Account £3879.76
		Parish Paths £327.34
		Cllr Wills PROPOSED that the accounts be APPROVED. This was
		SECONDED by Clir Brent and APPROVED.
		It was NOTED that the clerk had contacted Lloyds regarding moving the
		Parish Council's accounts to them from Barclays. With the Councils
		agreement, she would attend a meeting at Lloyds to proceed with the
		application to open the account. This was AGREED.
	Payroll and pension provisions for clerk	It was NOTED that the clerk's payroll was now being undertaken by Lee
		Accounting Services. The clerk had investigated pension provisions. She
		had investigated LGPS and Nest Pensions but due to pay in percentages,
		the Nest pension scheme seems more appropriate. It was RESOLVED
		that the clerk would open an account with Nest Pensions.
	 2018/19 Half year accounts 	It was NOTED that the half yearly accounts had been circulated in
		preparation for budget setting in January.
9	Neighbourhood Watch.	It was NOTED that the Neighbourhood Watch scheme is progressing.
		Sheena Orchard had agreed to start a new scheme, with support from
		Cllr Parkes.
		Further to concerns raised regarding GDPR, he had researched this and
		spoken to Stokeinteignhead NHW and Julie Downton (Chair of the NHW
		Association). He had found that a national register is held by an outside
		company on behalf of the scheme. He had received a form to enable
		individuals to sign up, which would be circulated to residents and is
		then sent directly to NHW. Sheena Orchard would be the controller for
		the area and information is submitted via their website which in turn is
		disseminated to all on the register. It was NOTED that forms would be
		sent to all homes in the village.
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10	Funding and Grants.	It was NOTED that the Communities Together Fund is open. There were no projects that required funding.
11	Engaging with the community.	Consideration was given to the way in which the Council communicates with the parish. It was AGREED that a Facebook page would be set up to engage with people and that the website would be better utilised. It was NOTED that the clerk would create a Who's Who page on the website.
12	Footpaths and Highways.	It was NOTED that Cllrs Brent, Harrington and Parkes would attend the DCC P3 workshop on 16 November at Hope Cove.
13	To note any correspondence received.	The clerk had received an email regarding maintenance of the bench at Daccombe. It was NOTED that ClIr Brent would look at this and undertake maintenance. It was NOTED that the clerk had received two planning applications which would require consideration prior to the January meeting. It was AGREED that a meeting would take place on Wednesday 28 November at 19.00.
14	To note the date of the next meeting: Thursday 17 January 2019.	This was NOTED. The meeting was closed at 20.51.